



**etb**

Bord Oideachais agus  
Oiliúna Thiobraid Árann  
Tipperary Education and  
Training Board

# Business/Office Administration 5M1997

NENAGH COLLEGE OF FURTHER EDUCATION

EDUCATING WITH RESPECT



## CONTACT US



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Full time course September - May

Word Processing  
Text Production  
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Spreadsheet Methods

Information and Administration  
Manual and Computerised Book keeping  
Communications and Work Experience



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